



APPENDIX E-051 P

PROGRAM/PGC FILE MAINTENANCE DOCUMENT

1. PURPOSE

This appendix is applicable to chapter 25 and describes  preparation of the Program/PGC File Maintenance Card, DIC , appendix B-51. The use of this document is to establish, change, delete and interrogate the Program Header Section and PGC Data Section of the Program Data Reference File (PDRF).

2. APPENDICES USED IN THIS PROCESS

- a. Appendix A-42, Action Codes.
- b. Appendix A-130, MILSTRIP Service Conversion Codes for Accumulating Demand/Returns Data.
- c. Appendix B-51, Program/PGC File Maintenance Document (DIC ZRK).
- d. Appendix F-264, Program Data Reference File Listing.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

- a. Item Managers of the Clothing and Textile Directorate, Defense Personnel Support Center, may establish, change, delete and interrogate PIC Headers and PGC Data in the Program Data Reference File (PDRF).
- b. The Program Oriented Item (POI) Monitor in the Management Support Office (MSO), Directorate of Clothing and Textiles, Defense Personnel Support Center may interrogate Strength Data in the Program Data Reference File (PDRF).

4. PROCEDURES/INSTRUCTIONS

- a. The Program/PGC File Maintenance Document (DIC ZRK) will be prepared IAW appendix B-51. Action Codes applicable to this procedure, PE, PF, PG, PH, PJ, PK, PL, PM, and PN, are defined in appendix A-42.
- b. Action Codes PE, PF, PG, PH, PJ and PK will cause the Program Data Reference File (PDRF) to be updated. Action Codes PE, PF, and PG must have numeric ORCs.

c. Action Codes PL, PM, and PN will cause the printout of the requested data in the format of appendix F-264, Program Data Reference File (PDRF) Listing. Review the printout to find the data required. Annotate listing and retain until such time as management decision is reached and then destroy. Action Codes PL and PM must have numeric ORCs.

5. FLOWCHART

Flowchart not required.